

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
TUESDAY, APRIL 6, 1999
9:30 A.M.**

Commissioners Present: Kathy Campbell, Chair
Larry Hudkins
Linda Steinman
Bob Workman

Commissioners Absent: Bernie Heier

Others Present: Kerry Eagan, Chief Administrative Officer
Kit Boesch, Human Services Director
Dave Kroeker, Budget & Fiscal Officer
Don Killeen, County Property Manager
Dennis Banks, Attention Center Director
Michelle Schindler, Attention Center Deputy Director
Jim Hille, Sinclair Hille & Associates, Inc.
Gary Lange, Alvine & Associates
Ronald Feuerbach, Alvine & Associates
Suzanne Cain, Region V Services
Gary Lacey, County Attorney
Bill Janike, Chief Juvenile Probation Officer
Gwen Thorpe, Deputy County Clerk
Melissa Koci, County Clerk's Office

AGENDA ITEM

APPROVAL OF STAFF MEETING MINUTES OF MARCH 30, 1999

MOTION: Hudkins moved and Steinman seconded approval of the minutes of March 30, 1999. On call Hudkins, Workman, Steinman and Campbell voted aye. Motion carried.

1 LAND ACQUISITION FOR JUVENILE DETENTION FACILITY

Jim Hille, Sinclair Hille & Associates, Inc., appeared and distributed documentation regarding the new site chosen for the Juvenile Detention Facility (Exhibit A).

Don Killeen, County Property Manager, appeared and indicated the purchase agreement is in place for the acquisition of the land for the Juvenile Detention Facility with contingencies included.

Larry Hudkins stated the road leading to the new facility needs to be looked at to determine what rights Lincoln Mattress has on the road and whether Lancaster County can use the road or would have to use Dairyland Drive.

Hille stated he should be receiving information regarding soils testing and a topography survey and once he receives the information and the issues are resolved they can move forward with putting the building on the site. Hille also indicated that in previous meetings it was discussed whether an additional land acquisition to the north, which is owned by the Department of Corrections, could be acquired and he requested that the Board not pursue the issue at this time because he has been working with staff in some revisions to the configuration of the building that will result in a net overall shorter building that may not require the Board to acquire any additional land.

Hudkins asked if the site would allow for future growth.

Hille stated the site acquired will accommodate a comprehensive juvenile justice facility and the future expansion for additional pods. Hille indicated the courts are anticipated to be able to fit on the site without an additional acquisition.

Dennis Banks, Attention Center Director, appeared and indicated the plan offers shorter distances from the housing areas, to visiting, to intake and he supports the plan.

2 ARCHITECTURAL REVISIONS/DISCUSSION

Gary Lange, Alvine & Associates, appeared and distributed documentation regarding the Ground Source Heat Pump Schematic and Multi-Zone Air Handling Unit and Fan Powered Box Schematic (Exhibit B).

Lange briefly reviewed the proposed heating and cooling operations for the facility and indicated there are approximately 170 well fields needed with 77 heat pumps located in the building. Separate heat pumps for the outdoor air will be needed to comply with codes. Lange stated one of the major advantages is that it is energy saving and it does not require a large central mechanical space for a fan. One of the disadvantages is that there is a higher first cost with no rebates available and there will be higher maintenance costs due to compressors and internal unit controls.

Lange also discussed the multi-zone air handling unit and fan powered box schematic with the Board and indicated all moving parts are in one room and have the ability to cool with outdoor air in winter with no compressor operation required. He stated another advantage is the fan powered box system provides energy savings and each box requires power, water and control valves.

Ronald Feuerbach, Alvine & Associates, appeared and reported the cost for the heat pumps is 50,000 square feet x \$15.00 per square foot for a cost of \$750,000, and there are 170 wells needed x \$1,250.00 per well for a total of \$212,500. An additional \$165,000 will be needed for an emergency generator and electrical distribution addition making the total cost for the ground source heat pumps \$1,127,500. Feuerbach indicated the multi-zone fan powered boxes are figured at 50,000 square feet x \$17.00 per square foot for a total of \$850,000.

Hudkins asked how many KV and what horse power generator was priced at the \$165,000.

Lange indicated that with the other system they were looking at 200 kw with the heat pumps because they are at 350 or above. He also stated the \$165,000 came from an additional 150 kw added to the generator and the electrical distribution to get to the extra power needed to run the heat pumps.

Feuerbach stated the system will provide a cost savings of approximately \$20,000 to \$22,000 a year in energy savings. If the county takes the simple pay back from the difference in the two numbers it would be a 12 year payback, but if there was an additional electrical cost because of the secured facility the County's payback would only be about 5.5%. Feuerbach also reported the District Energy Corporation does have a program in place for funding public projects that would allow a low interest loan to help fund that portion of the project.

With the cost comparison, Feuerbach reported there is already a difference of \$277,000 and what needs to be found out is what the cost of chill water and steam would be. He said if steam could be bought, the boilers and the chillers could be eliminated.

Workman questioned the sizing of backup power needed with a District Energy system.

Hudkins questioned the need to speak with the District Energy Corporation to see if they will supply backup power since they have their generators.

Lange stated there would not be a need for a backup generator.

Hille indicated with the Lincoln Public Schools, the cost of the well field was financed up front and was paid for with energy savings dollars and with that not being available to the county, it puts a burden on the length of the payback.

Killeen reported the objective may be to go to a district system which would be a cost saving.

MOTION: Hudkins moved and Workman seconded to send a letter to Harold Clark outlining the system the Board would like to cooperatively work out with him. On call Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

Tom Morrow, Morrow & Associates, appeared and indicated there are five food service techniques that could be used for the inmates and he briefly discussed the following techniques.

* Cook Serve System - The food is served like in the school systems

- * Ready Food System - The food is produced, chilled, froze, reheated and served
- * Cook Chill System - Hybrid System - The food is cooked, stored at the proper temperature, transported, reheated and served
- * Catered - The food is produced, transported, kept at proper temperature and served
- * Convenience System - There is not a kitchen, but there is a way of serving the food

Morrow suggested the food be produced, portioned and chilled before being transported and distributed. He indicated this type of system would allow the Food Service Company to process 6 to 8 trays a minute at any time during the day and allow them to take 2 carts of produced, portioned and reheated trays to the pods. The carts also allow food to be served whenever wanted because the temperature is controlled on the cart and it will maintain temperature in accordance with all regulations set by the Nebraska State Food Code.

Hille stated there will be one pod that will be a more high secured level where the juveniles will not eat in the dining room and the food will have to be brought to them. The cart system will allow the staff to take the food to the more secured rooms. Hille asked for an authorization for Mr. Morrow to investigate the types of contracts with food service companies along with Mike Thurber and come back to the Board with a report on how the contract would work relative to the jail and any cost associated with it.

MOTION: Steinman moved and Hudkins seconded to allow Mr. Morrow to investigate the types of contracts with Food Service Companies and bring a report to the County Board regarding it. On call Hudkins, Workman, Steinman and Campbell voted aye. Motion carried.

3 PRELIMINARY VISION OF THE ASSESSMENT CENTER
A. COUNTY OPERATED
B. PROBATION/ROVER/SERVICE BROKER POSITIONS
C. MOBILE CRISIS CENTER LOCATION

Kit Boesch, Human Services Director, appeared and reported the committee is recommending to the Board that the County operate the Assessment Center. She also indicated a probation officer will be needed and may be funded by the State; a rover position is someone on the Attention Center staff who will rove between their staff duties and do the initial screening at the Assessment Center. Boesch reported the service broker position(s) will be the person who does the case planning, and a receptionist is also needed, but not on a 24-hour basis. She noted most of the positions are already paid for by the County or could be paid for by the County.

Suzanne Cain, Region V Services, appeared and distributed documentation regarding the Program Implementation of the Mobile Crisis Unit (Exhibit C) and gave a brief overview of the mobile crisis outreach services. The service broker position could be a part of the mobile crisis unit which would be housed out of the Assessment Center.

Campbell indicated the question presented is who shall run the Assessment Center.

Bill Janike, Chief Juvenile Probation Officer, and Gary Lacey, County Attorney, appeared and questioned which juveniles will be taken to the Assessment Center and how the process will work. Kit indicated that once you determine who runs the Assessment Center, we can then begin answering these questions.

MOTION: Steinman moved and Workman seconded that the County will be responsible for developing the criteria regarding the Assessment Center and will be responsible for the Assessment Center initially. On call Workman, Hudkins, Steinman and Campbell voted aye. Motion carried.

Campbell suggested finding out when the two Juvenile Court Judges would be available to meet with the Board and we would indicate to them that they are invited to attend the next meeting.

4 REQUEST FOR RECOMMENDATIONS/ALTERNATIVES

5 REQUEST FOR PREVENTION PROGRAMMING RECOMMENDATIONS

Kit Boesch appeared and indicated the following are recommendations/alternatives for the Juvenile Justice System:

Juvenile Account Funds	-	\$299,577	(new money)
Nebraska Crime Commission	-	<u>\$211,970</u>	(total of grants funded)
		\$511,547	
		<u>\$190,000</u>	(set aside for alternatives)
		\$701,547	

Boesch stated the \$299,577 is coming in collectively to the City and County from Federal Juvenile Accountability Funds. Details and guidelines will become available April 15, 1999. She reported she received a preliminary recommendation of \$211,970 for the NE Crime Commission grants which include the expediter services plan, tracker program, teen court and expediter. Boesch indicated the County set aside \$190,000 for alternatives. Boesch reported of these dollars, the county's match for the Nebraska Crime Commission for alternatives was \$166,060 which covered some of the tracker, day reporting and drug and alcohol funds. Boesch indicated the following items have not been funded by the Juvenile Justice Review Committee and should be considered a top priority.

Priority #1 - Unfunded NE Crime Commission	=	\$ 9,600	Tracker
		\$ 10,000	Youth Violence
		<u>\$ 25,000</u>	Conflict Resolution
		\$ 44,600	

Boesch reported priorities 2-4 total \$531,600

- Priority #2 - Day Reporting Center
- #3 - Day Treatment Center
- #4 - Treatment Services Fund

Boesch indicated that there may be many cases where the teen would not have to go to court if they were screened out by the County Attorney's Office.

Priority #5 - Screener/County Attorney = \$45,000 (includes salary, benefits and operations.)

Boesch indicated the following are recommendations for action:

1. Approve the additional \$44,600 to complete the Nebraska Crime Commission grant requests for 121 youth for a total of \$210,660.

2. "Pending information on juvenile accountability fund criteria"

Approve Recommendation #A - Day Reporting Center for \$324,000

10 youth - \$162,000 year 1 (1999-00)

10 youth - \$162,000 year 2 (2000-01)

Approve Recommendation #B - Day Treatment Center for \$57,600 (1/3 of cost)

Approve Recommendation #C - Treatment Services Fund for \$75,000 (1/2 of cost)

3. Approve \$50,000 to fund 2-3 Prevention Programs with target population

4. Screener/County Attorney's Office for \$45,000

Campbell indicated the number one recommendation from the Chinn report is to develop the Assessment Center and the number two recommendation is to implement the risk assessment instrument. Campbell stated she is trying to figure out how the recommendations fit in with the Chinn suggestions.

Steinman stated the assessment of where the child should go needs to be included in the costs.

Boesch suggested to the Board to approve the first recommendation because the county will receive a signed contract from the State in the next couple weeks.

MOTION: Hudkins moved and Steinman seconded approval of recommendation #1 - approving an additional \$44,600 to complete the Nebraska Crime Commission grant requests for 121 youth. On call Steinman, Workman, Hudkins and Campbell voted aye. Motion carried.

Campbell requested for the May meeting to discuss the screening positions regarding the Assessment Center and the County Attorney's office and asked Dave Kroeker to figure out the amount allocated and the amount spent for the new Assessment Center. Campbell indicated she would also like to see a list of recommendations from Karen Chinn to see what will be anticipated for 1999 and how the County will be involved with the Assessment Center.

6 STATUS OF RISK ASSESSMENT/SCREENING TOOL

Boesch reported she contacted both judges who looked over the screening tool and neither had any corrections or changes. Her suggestion was to pilot the assessment tool for 60 days beginning April 15, 1999.

MOTION: Workman moved and Steinman seconded to pilot the risk assessment and screening tool for 60 days. On call Workman, Steinman, Hudkins and Campbell voted aye. Motion carried.

7 STATUS OF LEVELS OF CUSTODY DECISIONS

There was no discussion on this item.

Boesch distributed documentation on the Automation/Integration of Justice System Data (Exhibit D) and briefly discussed the email response regarding the technical assistance available from SEARCH, the National Consortium for Justice Information and Statistics that would be a no-cost option to the county.

MOTION: Steinman moved and Hudkins seconded to allow Kit Boesch to proceed in the investigation of the Justice Data collection. On call Workman, Hudkins, Steinman and Campbell voted aye. Motion carried.

8 ADJOURNMENT

At the direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk